



**AMENDED CHARTER
BOARD OF SCIENTIFIC COUNSELORS
NATIONAL INSTITUTE ON AGING**

PURPOSE

The National Institute on Aging (NIA, also referred to as "Institute"), National Institutes of Health (NIH), was established to conduct and support biomedical and behavioral research, health services research, research training, and health information dissemination with respect to the aging process and the diseases and other special problems and needs of the aged.

The Board of Scientific Counselors, National Institute on Aging (Board), shall review and evaluate the intramural program and the work of individual scientists of the NIA. The Director, NIH, is mandated under section 492(b) of the Public Health Service (PHS) Act, as amended, to establish procedures for periodic technical and scientific peer review of research at the NIH. These procedures shall consider the work (past, present, and future) conducted by either an entire laboratory or section of a laboratory as well as the research projects of individual investigators.

AUTHORITY

42 U.S.C. 282(b)(6), section 402(b)(6) of the PHS Act, as amended. The Board is governed by provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2), which sets forth standards for the formation and use of advisory committees.

FUNCTION

The Board shall advise the Director, NIH, the Deputy Director for Intramural Research, NIH; and the Director, NIA, concerning the Institute's intramural research programs through periodic visits to the laboratories to assess the research in progress and evaluate the productivity and performance of staff scientists.

The Board shall be provided with a written description of the overall research to be reviewed. This written description should present the overall past accomplishments of the laboratory and its investigators since the last review was conducted. The written description may also include: the general aims, objectives, and projected directions of the research projects to be conducted; appropriate background information on possible future research projects; a brief summary of the general research plan; and an indication of the importance of the research project.

The Board, after conducting the review, shall submit a written description of the research, the results of the review, and the recommendations of the Board to the Scientific Director of the Institute. The Scientific Director will report at least annually to the National Advisory Council on Aging the results of the review.

The Board may make use of special consultants when the Chair, in consultation with the Scientific Director, deems it necessary.

STRUCTURE

The Board shall consist of 12 members, including the Chair. The Chair and members are selected by the Director, NIH, from authorities knowledgeable in the fields of basic and clinical sciences related to the research activities of the Institute. Members shall be invited to serve for overlapping five-year terms. Terms for a member who is to serve as Chair may include a fifth year. The quorum for the conduct of business by the full Board shall consist of a majority of the currently appointed members. A quorum for each subcommittee shall be three members.

As necessary, standing and ad hoc subcommittees of the Board, composed of members from the parent committee, may be established to perform specific functions within the Board's jurisdiction.

Management and support services are provided by the Office of the Director for Intramural Research, NIA.

MEETINGS

Meetings shall be held twice a year at the call of the Chair, with the advance approval of a Government official who also approves the agenda. A Government official shall be present at all meetings.

Meetings shall be open to the public unless determined otherwise by the Secretary of Health and Human Services. Notice of all meetings shall be given to the public.

Meetings shall be conducted and records of the proceedings kept, as required by applicable laws and Departmental policies.

COMPENSATION

Members shall be paid at the rate of \$200 per day, plus per diem and travel expenses as authorized by section 5703, Title 5 U.S.C., as amended, for persons in the Government service employed intermittently. Members who are officers or employees of the United States shall not receive compensation for service on the Board.

ANNUAL COST ESTIMATE

The estimated annual cost for operating the Board, including compensation and travel expenses for members, but excluding staff support is \$36,694. The estimate of annual person-years of staff support required is .40 at an estimated annual cost of \$69,962.

REPORTS

In the event a portion of a meeting is closed to the public, a report shall be prepared which shall contain, as a minimum, a list of members and their business addresses, the Board's functions, dates, places of meetings, and a summary of committee activities and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

TERMINATION DATE

Continuing.

APPROVED:

6/18/01
Date

Ruth L. Kerschner
Acting Director, NIH